

**MT. VERNON PARK & RECREATION DEPARTMENT
REQUEST FOR THE USE OF FACILITIES**

Riverbend Park Amphitheatre

Date of Activity _____ From _____ To _____

Requesting Person, Group or Organization

Purpose for use of facility (birthday, reunion, wedding, etc.) _____

Approximately how many persons will be present? _____ (Adults & Children)

Equipment to be used _____
(no equipment or supplies will be provided by Parks Department)

IMPORTANT – YOU ARE AGREEING TO THE FOLLOWING BY SIGNING BELOW

I certify that I am authorized by the organization or group to execute this contract in its behalf and that the person or organization below agrees to assume direct responsibility for all action and behavior of all persons at the facility during the time of the activity. Further, the undersigned organization or group does hereby agree to indemnify and save the Mt. Vernon Park & Recreation Department, Park and Recreation Board Members, the City of Mt. Vernon, and all volunteer personnel of the City or Park and Recreation (collectively referred to herein as "City"), harmless from any claim or demand for compensation or injury or damage to person or property arising out of the use of the City/Park facilities by the organization/person and hereby accepts possession of the property in its present condition and waives any claim and releases the City from all liability for injuries or damages to the applicant's or organization's property. The City may, at its option, require the organization or person to provide proof of liability insurance protecting the City against claims arising out of the use by the organization of City/Park property, however, the failure to require proof of insurance does not, in any way, release the organization/person below from the liability provided for in this application.

Today's Date

Signature

Phone #

Printed Name

Address

Date of Birth

Driver's License # or Tax ID #

Person in charge of activity if other than yourself:

Print Name

Phone #

The organization, group, or person requesting use of facilities will be responsible for cleaning up after the activity and will be responsible for any and all damages that may occur as a result of the use of the facilities. In the event the area used is not cleaned up, the person/entity signing above must pay for clean up at rates established by the City of Mt. Vernon Street Department. The Parks Department must approve the use of the facility prior to the date of the event. If you decide to cancel you MUST notify the Parks Office (Mon.– Fri.) at 838-3691. Due to the openness of Riverbend Park, the Department and the City of Mt. Vernon cannot guarantee privacy during your event. Park visitors may walk into the area being used for the event. A sign will be used to inform the public that the event is private, but it is for informational purposes only.

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OFFICE USE ONLY

RECEIVED BY: _____

DATE RECEIVED: _____

APPROVED AND PUT ON CALENDAR BY: _____

REQUEST FULLY COMPLETED: YES _____ NO _____

If "NO", request cannot be approved.